

MINUTES OF MEETING
PRESERVE AT WILDERNESS LAKE
COMMUNITY DEVELOPMENT DISTRICT

The Workshop Meeting of the Board of Supervisors of the Preserve at Wilderness Lake Community Development District was held on Tuesday, March 19, 2024 at 9:33 a.m. at the Preserve at Wilderness Lake Lodge, 21320 Wilderness Lake Boulevard, Land O' Lakes, FL 34637.

FIRST ORDER OF BUSINESS – Call to Order/Roll Call

Ms. Dobson conducted roll call.

Present among the Board of Supervisors were:

Holly Ruhlig	Board Supervisor, Chairwoman
Agnieszka Fisher	Board Supervisor, Assistant Secretary
Beth Edwards	Board Supervisor, Assistant Secretary
Heather Hepner	Board Supervisor, Assistant Secretary

Also present were:

Tish Dobson	District Manager, Vesta District Services
Logan Muether (<i>via phone,</i> <i>joined in progress</i>)	Vesta District Services

The following is a summary of the discussions at the March 19, 2024 Preserve at Wilderness Lake CDD Board of Supervisors Workshop Meeting.

SECOND ORDER OF BUSINESS – Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS – Audience Comments – (*limited to 3 minutes per individual for agenda items*)

There being none, the next item followed.

FOURTH ORDER OF BUSINESS – Discussion Items

Prior to discussing the FY 2025 Preliminary Draft Budget, Ms. Dobson stated that Mr. Norrie had submitted his letter of resignation over the weekend, and that an action item for the Board to accept this resignation would be included at the next regular meeting. The Board and Ms. Dobson discussed the need to appoint a Vice Chair to fulfill duties whenever the Chair was unable, and Ms. Dobson noted that there was not a statutory requirement to appoint a Board member right away. Discussion ensued regarding the timing of a hypothetical appointment with the upcoming preliminary budget approval around May and subsequently the November election.

A. Exhibit 1: FY 2025 Preliminary Draft Budget

Ms. Dobson noted work that had gone into the preliminary draft budget for FY 2025 with Mr. Muether, the senior financial analyst. Discussion ensued regarding the off-duty deputy patrol schedule, with some concerns about a predictable schedule during the summer and the holidays. Ms. Dobson noted that efforts were being made to have a rotating schedule.

The Board and Ms. Dobson discussed carry-forward funds, with Ms. Dobson explaining that the idea was for any funds being carried over to go into reserves and not be depended on for use on specific item allocations. Ms. Dobson and the Board discussed increasing the amount in the reserves to avoid potential underfunding problems, and balancing this percentage with keeping the budget from being too high.

Ms. Dobson additionally shared an update regarding Egis Insurance proceeds in response to the lightning strike. Ms. Dobson noted that costs associated ran in the amount of \$108,954.65, but it was not yet fully confirmed that 100% of these costs would be approved and reimbursed. Ms. Dobson gave an overview of the documentation that had been submitted, along with verification with each vendor that each of the issues being addressed were a direct result of the lightning strike.

Ms. Dobson explained the reserve study's function to the Board, noting that it should be seen as a recommendation with suggested annual contributions that the CDD was not bound to by any statutory rule. Ms. Dobson highlighted its importance in providing the opportunity to budget accordingly for major asset repairs based on estimated lifespans.

The Board requested to discuss with Mr. Muether regarding the insurance proceeds.

Mr. Muether joined the meeting via phone, and the Board inquired as to whether some of the funds from the insurance proceeds could be reallocated by motion into the reserves once received. Mr. Muether confirmed that this was possible. Mr. Muether additionally confirmed that the remaining funds in this scenario could also be earmarked for projects during the fiscal year that the insurance proceeds were actually received. Mr. Muether noted that for auditing purposes, the auditor would typically inquire about unbudgeted expenses, but the CDD could provide an explanation to the firm. In response to a Supervisor question, Mr. Muether stated that he did not believe that the CDD could move insurance proceeds funds into the carry forward line item, as this item was based on the projected fund balance ending on hand. Discussion ensued regarding providing for a budget amendment potentially utilizing the contingency line item, and Mr. Muether stated that he would verify what could be done working with the accounting team. Ms. Dobson stated that she could get in touch with District Counsel based on Mr. Muether's findings.

Ms. Dobson and the Board discussed the budget for events and resident services, as well as a new charge to the special events line item associated with Constant Contact for mass communication services to residents. Ms. Dobson additionally noted new staff members filling in the roster, as well as upcoming community event plans. Further discussion ensued regarding updating the website calendar and newsletters. Suggestions were also heard for a fish feed dispenser on the property, and Ms. Dobson stated that pictures of options could be provided in a future report.

FIFTH ORDER OF BUSINESS – Next Meeting Quorum Check: April 3, 9:30 AM

All Supervisors indicated that they planned on attending the meeting scheduled for April 3 in person, which would constitute a quorum.

SIXTH ORDER OF BUSINESS – Adjournment

The meeting was adjourned at 11:54 a.m.

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on May 2, 2024.

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Signature



Printed Name

89 Title: ☐ Secretary ☒ Assistant Secretary



Signature



Printed Name

Title: ☒ Chairman ☐ Vice Chairman